

MEETING NOTICE

Town of Tewksbury Elementary School Building Committee

Date: Thursday December 09, 2021

Time of Meeting: 6:00pm

Location: Tewksbury Town Hall, 1st Floor Small Conference Room
1009 Main Street, Tewksbury, MA 01876

2021 DEC -3 AM 8:00
JOHN CLERK
BOARD OF REGISTRARS
TEWKSBURY, MA

AGENDA

Item No.	Item
1	<u>Call Meeting to Order</u> <ul style="list-style-type: none">a) Roll Callb) Chairperson informs committee and audience this is a public meeting
2	<u>Review and Approve Previous Meeting Minutes</u> <ul style="list-style-type: none">a) November 18, 2021
3	<u>Project Schedules:</u> <ul style="list-style-type: none">a) <u>Schedules:</u><ul style="list-style-type: none">i. OPM Milestone Project Schedule – December 2021ii. CM Construction Schedule – December 2021
4	<u>Project Budget:</u> <ul style="list-style-type: none">a) <u>Budgets:</u><ul style="list-style-type: none">i. Project Budget – December 2021ii. OPM Project Dashboard – December 2021iii. CM GMP Dashboard – December 2021
5	<u>Project Updates:</u> <ul style="list-style-type: none">a) <u>OPM (CBRE Heery)</u><ul style="list-style-type: none">i. Overview of project activities this period with look aheadii. Look Ahead on procurement and selection of Move Managerb) <u>Designer (Flansburgh)</u><ul style="list-style-type: none">i. Overview of Designer activities with look aheadii. Update on FF&E Planning and Procurementiii. Update on Technology Planning and Procurementc) <u>Construction Manager (Consigli)</u><ul style="list-style-type: none">i. Overview of Construction Activities with Look Ahead<ul style="list-style-type: none">➤ Site Logistics / Photographs / Progressd) <u>Owner (Tewksbury)</u><ul style="list-style-type: none">i.

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6	<u>Review and Discuss Motions to Approve:</u> a) Review for consideration to approve Construction Change Order #12. See item #7 below.																																
7	<u>Project Contracts: Change Orders / Amendments / Purchase Orders:</u> a) Construction Change Order #12																																
8	<u>Previous Business:</u> a) Continue Discussion Regarding Relocation of Center School Staff – Ongoing Coordination b) Teachers Visit – (Jackie & Jay Liaisons) c) Status of Classroom Mockup d) Request for Additional Trees from Debra Drive & Concrete Road Residents e) Boulder Bollards at School Entrances f) Building Plaque – DRAFT																																
9	<u>New Business:</u> a.																																
10	<u>General Project Discussion:</u> a) Community / Neighborhood Outreach / Project Information / Web Site https://sites.google.com/tewksbury.k12.ma.us/esbc/home																																
11	<u>Project Meetings:</u> a) November 19, 2021 – FF&E Meeting b) November 24, 2021 – Concrete Road Residents Meeting c) November 30, 2021 – Center School Relocation Meeting d) December 01, 2021 – CORC Review Meeting e) December 03, 2021 – Bollard Meeting																																
12	<u>Project Invoices</u> <table><tr><th>No</th><th>Company</th><th>Invoice Number</th><th>Amount</th></tr><tr><td>1</td><td>Flansburgh Architects (November'21)</td><td>32xxx - DRAFT</td><td>\$87,771.25</td></tr><tr><td>2</td><td>Consigli (November'21)</td><td>Application #19 - DRAFT</td><td>\$2,362,820.46</td></tr><tr><td>3</td><td>CBRE Heery (November'21)</td><td>PJIN0027273</td><td>\$69,216.00</td></tr><tr><td>4</td><td>UTS (November'21)</td><td>96843</td><td>\$1,680.00</td></tr><tr><td>5</td><td>VHB (November'21)</td><td>0358176</td><td>\$458.44</td></tr><tr><td>6</td><td>Eagle Leasing (November'21)</td><td>R12353316</td><td>\$99.00</td></tr><tr><td>7</td><td>G&G Fitness (November'21)</td><td>99-933025</td><td>\$17,079.80</td></tr></table>	No	Company	Invoice Number	Amount	1	Flansburgh Architects (November'21)	32xxx - DRAFT	\$87,771.25	2	Consigli (November'21)	Application #19 - DRAFT	\$2,362,820.46	3	CBRE Heery (November'21)	PJIN0027273	\$69,216.00	4	UTS (November'21)	96843	\$1,680.00	5	VHB (November'21)	0358176	\$458.44	6	Eagle Leasing (November'21)	R12353316	\$99.00	7	G&G Fitness (November'21)	99-933025	\$17,079.80
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13	<u>Other Business Not Reasonably Anticipated within 48 Hours of Meeting</u>
14	<u>Look Ahead Project Meeting(s) and Agenda Topics</u> a) Next Building Committee Meeting Scheduled for 01/13/22 at 6:00pm at Tewksbury Town Hall
15	<u>Public Comments</u>